

MGM2002 GRANT APPLICATION: DEADLINE 8 MARCH

Please read Guidelines before applying - for informal advice enquiries to Holly Garrett at holly.garrett@engage.org or 020 7278 8382
Please return to engage, 1 Herbal Hill, London EC1R 5EF with the following:

- **Brief Project Proposal (one sheet A4 - see Q 13)**
- **Project Budget (one sheet A4 - see Q 14)**
- **One item of current publicity for your organisation**
- **Your most recent audited accounts**

1 Which MGM Grants Strand is this application for? **Get it Together** **Do You KS3?** (please delete as appropriate)

2 **Applicant organisation/address**

Name _____
Number/Street _____ Town/City _____
Postcode _____ Main Public Telephone _____

3 **Charitable Status** (all applicants except Local Authorities must have charitable status)

Registered Charity Number _____

4 **Is your organisation registered for MGM2002** Yes/No (please delete as appropriate)

5 **Name of Main Contact for this application** (ie. person directly responsible eg. Education Officer)

Name _____ Job Title _____
Telephone (d/line or extension if poss) _____
Fax _____ E-mail _____

6 **Are you an engage/GEM member?** Yes/No (please delete as appropriate)

7 **Please outline your normal museum/gallery collection or exhibitions programme**

8 **Please outline your normal education programme** (eg who it targets and how it is delivered)

GET IT TOGETHER ONLY Q9+10

*9 **What library/archive do you plan to collaborate with?**

Library/Archive Name _____
Contact Name _____ Telephone _____

*10 **Please confirm you have spoken to the contact** Yes/No (please delete as appropriate)

DO YOU KS3 ONLY Q11+12

*11 **What school do you plan to collaborate with?**

School Name _____
Teacher Name _____ Telephone _____

*12 **Please confirm you have spoken to the teacher** Yes/No (please delete as appropriate)

13 **Project Proposal. Please provide a simple description, covering** (no more than 1 side A4):

- project aims
- outcomes (including, for 'Do You KS3' projects, how this relates to the curriculum)
- who will benefit - age, background, number (including, for 'Get it Together' projects, any specific named groups involved)
- what will actually happen, when, and where
- key dates (eg planning meets, museum or library visits)
- key personnel involved and their roles
- plans for evaluation
- plans for future links with school/library/archive

14 **Project Budget** (no more than 1 side A4)

Please provide simple budget with breakdown of income/expenditure, specifying your grant needs. The grant can cover travel, artist/performer/speaker fees, materials, extra staffing (if directly related) but not admission charges. Grants are max. £500; there is a limited number of top-up grants (see Guidelines) available up to £500 extra for eg extra travel costs, special needs pupils. To request please explain on your Project Proposal, and itemise separately on Project Budget, indicating if essential. Call for advice.

Total requested £ _____

15 **I declare that:**

- information on this form and enclosures is accurate to the best of my knowledge
- my organisation can accept a grant if offered
- my organisation will repay the grant in the event of the project not going ahead as set out, or any grant conditions not being met
- I will produce an evaluation report (2 sides A4) and financial statement on completion
- I will cooperate with any publicity or coverage arising through the work of MGM or DfES

Signature _____ Name in capitals _____ Date _____

(signatory should be person directly responsible eg. Education Officer, as indicated at 4.)

*** If you are unsure of which section to complete, please refer to the Guidelines, or contact engage (see top)**



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FUNDING FOR YOUR MGM2002 PROJECT!

**GET IT TOGETHER WITH LIBRARIES AND ARCHIVES
DO YOU KS3? SCHOOLS PARTNERSHIPS**

**UP TO 100 GRANTS AVAILABLE
DEADLINE 8 MARCH 2002**

MGM2002 Grants Programme (England only)
up to 100 grants available - of up to £1000
funded by Department for Education and Skills
for museum and gallery projects
in Museums and Galleries Month 2002

LARGE PRINT VERSION AVAILABLE ON REQUEST



engage GEM
the campaign for museums



GET IT TOGETHER

COLLABORATIONS WITH LIBRARIES AND ARCHIVES

MGM2002 Grants Programme (England only)
up to 50 grants available – of up to £1000
Funded by Department for Education and Skills
for museum and gallery projects
in Museums and Galleries Month 2002

Closing Date 8 March 2002;
decisions by mid-March 2002

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The 'Get It Together' Grants Programme is part of the joint *Empowering the Learning Community* 'lifelong learning' initiative by the Department for Education and Skills and the Department for Culture Media and Sport.

This initiative will explore and promote 'cross-domain' collaboration and exchange between museums/galleries and libraries/archives: targeting 'hard-to-reach' groups, sharing staff skills, involving employers and concerned about the 'end-user' perspective. Good practice will be identified and shared across the sector.

Examples of projects seeking 'Get It Together' Grants could include, for instance:

- a museum or gallery inviting an artist to work with a local unemployed group, making a new exhibition following archive and library research;
- a museum collaborating with a local archive centre and a community history group to study the museum's displays - and then to visit the archive centre for in-depth research;
- a gallery working with a library to present poetry readings complementing a current exhibition, in both the gallery and the library.

Grants can cover artist/performer/speaker fees, travel, materials, extra staffing (if directly related) but not admission charges. Grants will normally be £500 maximum, with some scope for additional 'top-up' grants - up to a further £500 - for special needs and circumstances, for instance: extra costs due to special disability needs, extra travel expenses for isolated rural locations.

The 'Get It Together' Grants Programme will give priority to:

- innovative projects exploring exciting ways to link museums/galleries with libraries/archives;
- simple well-planned projects which test approaches and identify good practice;
- projects which 'make a difference' for the organisations and people involved;
- projects which involve visits to museums/galleries and/or libraries/archives;
- projects which target those less likely to visit museums/galleries and/or libraries/archives;
- distinctive high-quality projects which are original, stimulating, and memorable.

All applications must be:

- developed in collaboration with a library or archive;
- focusing primarily on 'lifelong learning', ie post-16/out of school;
- by museums or galleries with charity registration or not-for-profit status;
- for projects taking place within MGM2002 May 1 - June 4;
- for specific projects or clearly-identified elements of projects;
- planned by a museum or gallery educator, or with museum or gallery education advice;
- aimed at building long-term links with organisation and/or client group involved.

Please also see the 'Overall Guidelines' below. The MGM2002 Grants Programme is managed by **engage** for MGM2002, and allocated by a panel including Campaign for Museums, Group for Education in Museums, and **engage**.

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 museums and galleries month
1st M y - th Jun 2 2 

MGM2002 GRANTS ARE IN 2 STRANDS:

- 1 **Get It Together** collaborations with libraries and archives
- 2 **Do you KS3?** schools partnerships targeting Key Stage 3

OVERALL GUIDELINES

There are separate guidelines for each strand, please take care to read the relevant guidelines and to complete your application accordingly. Applicants are welcome to apply under either or both strands; applications seeking to embrace both sets of objectives in one project are discouraged. Each application will be

judged on its merits, and applicants may apply for and receive one grant under each strand. It is unlikely that the MGM Grants Programme will fund more than two grants per applicant organisation. Previous grant recipients are encouraged to reapply. Please use the standard form on the back of this sheet: do copy more forms if you need.

The MGM2002 Grants Programme is managed by **engage** for MGM2002. Grants are allocated by a panel including Campaign for Museums, Group for Education in Museums, and **engage**. Applications are only accepted from museums and galleries registered for MGM2002 (to register email info@campaignformuseums.org)

A large print version is available on request

Closing Date 8 March 2002;
decisions by mid-March 2002
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DO YOU KS3?

SCHOOLS PARTNERSHIPS TARGETING KEY STAGE 3

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Following the success of the MGM2001 Schools Partnerships Grants Programme, Department for Education and Skills [DfES] are funding more grants for museum and gallery projects targeting Key Stage 3 [KS3] - i.e. early secondary pupils (aged 11-14). DfES introduced the first stage of their KS3 National Strategy in all secondary schools in September 2001. The strategy is central to the drive to transform standards in the early years of secondary education, and these grants provide an opportunity for museums and galleries to complement this work. As MGM2002 is in May, KS3 is an ideal target age-group for MGM projects, as many other year groups are involved in exams.

Grants can cover artist/performer/speaker fees, travel, materials, extra staffing (if directly related) but not admission charges. Grants will normally be £500 maximum, with some scope for additional 'top-up' grants - up to a further £500 - for special needs and circumstances, for instance: extra costs due to special disability needs, extra travel expenses for isolated rural locations.

The 'Do You KS3' Grants Programme will give priority to:

- small and medium museums and galleries with low education budgets;
- schools with a limited history of museum/gallery visiting;
- projects involving actual visits to museums/galleries and direct contact with original art/artefacts;
- an inclusive approach targeting those less likely to visit museums/galleries, and involving the whole of the class/es concerned;
- high-quality, distinctive projects which are original, stimulating, and memorable, involving for instance live artists, performers, story-tellers;
- simple well-planned projects identifying good practice.

All applications must be:

- developing new provision for KS3
- aimed at building long-term links with schools;
- planned by a museum or gallery educator, or with museum or gallery education advice;
- developed in collaboration with a teacher to complement the curriculum;
- for projects taking place within MGM2002 May 1 - June 4;
- by museums or galleries with charity registration and/or not-for-profit status;
- for specific projects or clearly-identified elements of projects.

Please also see the 'Overall Guidelines' above. The MGM2002 Grants Programme is managed by **engage** for MGM2002, and allocated by a panel including Campaign for Museums, Group for Education in Museums, and **engage**.

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